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28 April 1965

NOTE TO DTR:

DD/S Staff Meeting

The following items were covered in the order as presented:

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1. [] reported that a fire alarm system was going to be tested beginning May 9 and every two weeks thereafter for a period of time. This test will be run between the hours of 2200 and 0600. Col. White requested Osborn to look into the matter and see him later as to whether it was necessary to put out a notice.

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2. [] reported on the JCS's []. He stated that the Exercise would be conducted at Ft. Richie and would be designed to test our ability to carry on after a nuclear attack. Two representatives from the Agency will be present as observers--one from the DDP and one from the DDI. This Exercise will be held in May and will be a prelude to [] which had been scheduled to take place in September.

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3. Fuchs gave a report on his trip to Africa during which he visited almost every Agency station. He stated that prior to his departure he had had the impression that Stations had many gripes against the DDS offices. He found that this was not the case. There were specific problems that the various Stations were "fussing" about--mainly entitlements that they believed that they should have. For example, the Station should have a Land Rover instead of a Jeep; personnel should be provided 24-hour guard service at Agency expense; the Agency should stand the cost of lawn mowers, etc. The biggest gripe concerned the maintenance of records []

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[] use. He also reported that the station's property records in most cases were not up to date and out of balance. He reported there was a lot of griping about the lack of support []

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[] as well. Fuchs was impressed with the personnel he met. As a whole, they were enthusiastic about their jobs and working long hours. In many cases he felt that additional personnel would be justified but that it was impossible to get the [] to agree to an increase in positions. Col. White stated at the end that Fuchs would prepare a written report and that excerpts would be supplied to the offices of interest.

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4. Col. White covered the following items:

a. Supergrade Positions

Approval can be obtained for promotions within the supergrade structure if there is no increase in the number of supergrade positions. Promotion from GS-15 to GS-16 can be obtained on a one-for-one basis; i. e., if an office has lost a GS-16 since 4 February it can put a GS-15 in for promotion.

b. Answering Correspondence

These principles apply in the DDS offices. First, we do answer correspondence; and secondly, we answer it promptly and with sufficient lead time to allow Col. White or if the memorandum is going up to the Director to permit them to sign off on it without any pressure of meeting a deadline.

c. Col. White's Informal Memo to the Inspector General

Col. White stated he looked upon this as an opportunity to receive some help with some of our problems. He then ran down the memorandum, paragraph by paragraph, giving the name of the inspector who had been assigned to review the activity. (See copy of the memorandum attached with the names written in the margin.) There are no plans for an inspection at present of the Office of Training or any of its activities.

d. Mr. McCone was awarded the National Security Medal last night at the White House by the President. There were no correspondents present and therefore no publicity given to it.

e. Admiral Raborn and Mr. Helms were to be sworn in today at 12:30 at the White House.

f. Briefing of the New DCI -- Col. White reported that he and Mr. Bannerman had two hours last Saturday to give the new Director a briefing on the DDS offices. He stated that they were able to comment on the support function as a whole and to describe very broadly what each office does. He observed, however, that it was extremely remote at this time that each office head would have a chance personally to brief the new Director. He went on to elaborate that if any of them did, they had better be real "loose" as the new Director roamed all over the place. Therefore, please be prepared to respond on short notice and with a presentation with a lot of flexibility in it. In this connection, Col. White observed that any

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of them could on five minutes' notice be invited to join the Director for discussion over breakfast or lunch as he seems to be using this pattern a great deal for the briefings.

5. As Col. White then went around the table there was very little comment but Larry Houston did report that they were having the House Armed Forces Subcommittee out for breakfast for a general briefing.

6. The DDP Staff Meeting was held in executive session only.



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